

WARRENVILLE FIRE PROTECTION DISTRICT FIRE COMMISSION MEETING MINUTES

MARCH 16, 2021

The Fire Commissioners met at Headquarters Station as well as Zoom.com. Fire Commissioner Nelda Byers called the meeting to order at Time 1903 Hours.

1. CALL TO ORDER

2. ROLL CALL

Present for the meeting were Fire Commissioner Ellen Bintz-Meuch, Fire Commissioner Nelda Byers, Fire Commissioner Ryan McIntyre, Chief Andrew Dina, Recording Secretary Priscilla Jezuit, and guest: President Trustee Kate Perkins.

3. PLEDGE OF ALLEGIANCE

4. APPROVE AGENDA FOR SPECIAL MEETING

MOTION: Motion to approve agenda for Special Meeting.

Motioned – FC Byers

Second – FC Bintz-Meuch

3 Ayes MOTION CARRIED

5. **PUBLIC COMMENT** – President Trustee Perkins stated a note was sent to Personnel from the Trustees showing appreciation for hard work done this year and the Commission as well.

6. PURPOSE OF SPECIAL MEETING

- Candidate Interview (closed session)
- Testing and Hiring
- Commissioner working session

MOTION: Move to go into Closed Session at 7:02PM - (Personnel issues: 5ILCS 12/10 (c) Oral Interview with Candidate Geovanny Rivera.

-CLOSED SESSION

7. **RETURN TO OPEN SESSION** 1939 Hours. All present from original roll call.

8. MOTION: To give Geovanny Rivera a conditional offer of employment with successful passage of the remaining requirements with a tentative start date of April 12TH.

Motioned – FC Byers

Second – FC McIntyre

3 Ayes MOTION CARRIED

9. **TESTING SERVICE UPDATE:** FC Byers has been in communication with IO Solutions. This process can start as soon as March 27. Chief Dina asked that the company make special accommodations to include any active duty military employees of Warrenville. A present part-time employee was deployed as a Sergeant with the National Guard is doing vaccinations. Also, that no other departments are testing at that time so we can keep our separate. If we do not, then we compete for applicants.

FC Byers gave a summary of IO Solutions business qualifications.

Deadline date for applications (received) on line applications start March 22, 2021 and will go for three weeks and deadline for applications (received) will close April 11.

Warrenville Fire Protection District – Apparatus Floor
Bower Elementary School is a tentative back-up location
Saturday, May 8th, 2021 Written Testing
Time: Orientation 8:30/9:00
Position to be filled: Full Time Firefighter/Paramedic

Fee to be charged (\$30) based on 50 application and 40 taking the written exam.

General scope/merit criteria - Outlined in sheet provided

Determination of order and weight of exam(s)

Passing score of written exam (raw score minimum of 70)

Mandatory orientation, same day prior to written exam

Written exam, in person, or deployment or special requests

Available points: Residency, max 5

 Veterans, max 5

 Experience, max 5

 Cadet, max 5

MOTION: The testing cycle that has already begun with the below requirements:

Deadline date for applications (received) on line applications start March 22, 2021 and will go for three weeks and deadline for applications (received) will close April 11.

Location: Warrenville Fire Protection District – Apparatus Floor or Bower Elementary School is a tentative back-up location

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Cadet, max 5

Motioned – FC Byers
Second – FC Bintz-Meuch
3 Ayes MOTION CARRIED

10. FC Byers reminded the committee our rules and regulations should be up-to-date with legislation with laws. We need to review our rules.

11. Our rules that which were changed will be posted in the Daily Herald. Priscilla is to check with Beth regarding this.

12. When we select the testing service, we need to review the general items (dates, times, locations, what the points should be, what we want the written exam to look like). We all should be here to proctor the test. The Chief and a firefighter will talk about the day and life of a firefighter. After we post the initial list, they will have 10 days to apply for any points. We meet, change the points, then post a final eligibility list then we hire from the list.

13. We will need the original document of the rules and regulations of the board. To change the document FC McIntyre requested that a version be shown on the document every time it is changed so that everyone is working off the most recent document. Once it is updated, the document will be placed on the website.

MOTION: The Rules and Regulation of the Fire Commission will have a Version/Date notated on the document each time updated.

Motioned – FC McIntyre
Second – FC Bintz-Meuch
3 Ayes MOTION CARRIED

14. ADJOURN 2022 Hours

Motioned – FC Byers
Second – FC McIntyre

3 Ayes MOTION CARRIED